



RESTRICTED SPECIES PERMIT RENEWAL NOTICE

April 2011

2011 Restricted Species Permit Information

Your current permit will expire soon. Please **allow 45 business days** processing the renewal of your permit and **an additional 45 business days** when requesting the Department to inspect.

Enclosed are the following:

- 2011 Restricted Species Permit Application.
- Inventory of Animals.
- **Nonresident Exhibiting Permits Only**
Nonresident Restricted Species Exhibiting Permit Itinerary form (FG 1316). The form is also available online at www.dfg.ca.gov/licensing/pdffiles/fg1316.pdf.
- Credit Card Authorization Form (FG1443). The form is also available online at www.dfg.ca.gov/licensing/pdffiles/fg1443.pdf.

Check List for Renewing Your Restricted Species Permit

Please read the instructions on the application before completing. **Incomplete** applications and/or attachments will be returned and may **delay** the issuance of your license. Mail **ALL COPIES** of the application to the address on the back of the application. Please remember to:

- ✓ Review the preprinted information carefully, line through incorrect information, add corrections, and provide information/documents required to complete the application.
- ✓ Complete, sign, and date the 2011 Restricted Species Permit Renewal Application.
- ✓ Complete, sign and date the 2011 Inventory of Animals form.
- ✓ Submit a cashier's check, money order, personal or business check. If paying by credit card, complete, sign, and date the credit card authorization form.

- ✓ Submit an Emergency Action Plan (**required for all permittees, except AZA and Research only for animals designated as detrimental and/or covered by a permit**).
- ✓ Submit Statement of Purpose that includes the information and items as specified in Section 671.1(c)(2)(H) (**required for all permittees, except Animal Care, AZA, Breeding, Research and Single Event Breeding**).
- ✓ Submit written proof that permittee was in the business of exhibiting at least half-time as specified in Section 671.1(b)(6) (**required for Exhibiting permittees only**).
- ✓ Submit a Breeding Plan as specified in Section 671.1(c)(2)(F) (**required for Breeding and Single-Event Breeding permittees only**).
- ✓ Submit written proof that permittee continues to employ a qualified employee who meets the qualifications in Section 671.1(c)(1) as specified in Section 671.1(a)(6) (**required only if permittee is a business that met qualification requirement for permit by employing someone with qualifications**).
- ✓ Submit written proof that permittee is part of a federal program or has a permit meeting or exceeding Federal requirements as specified in 671.1(c)(2)(M) (**required only for Research permittees**).
- ✓ Complete and submit the Nonresident Restricted Species Exhibiting Permit Itinerary form as specified in Section 671.1(b) and copies of current and valid contract(s) or copies of past contracts being negotiated as specified in Section 671.1(c)(2)(G) (**required only for Nonresident Exhibiting permittees**).
- ✓ Submit a copy of current test results (**Only required if specified on permit**).

Notification of Changes Effective

On April 8, the Department mailed you a written notice explaining changes that require you to submit copies of items and provide notification to the Department as they change. The notice is available online at www.dfg.ca.gov/licensing/specialpermits/specialpermits.html.

Check List for Adding New Species at Renewal Time

If you are requesting to acquire new species to your permit, please remember to include the following **(Required only for Breeding, Exhibiting, Native Species Exhibiting and Nuisance Bird Abatement, Shelter and Single Event Breeding for Exhibitor permittees)**:

- ✓ Submit a Statement of Purpose for the new species that includes the information and items as specified in Section 671.1(c)(2)(H).
- ✓ Submit a Resume which provides the dates and description of you or your full-time employee's qualifying experience for the new species to be acquired as specified in Section 671.1(c)(2)(C). Experience will only be considered for the periods that the applicant or their full-time employee's was directly involved in and responsible for the animals while engaged in the activity requested on the permit and only when acquired within five years of the dated of the initial application as specified in Section 671.1(c)(1).
- ✓ Submit a Letter of recommendation written within the previous five years, on letterhead stationary, with an original signature, from the facility where you or your full-time employee gained the experience, documenting the quality and extent of the knowledge and experience, as related to the animal(s) and permit requested as specified in Section 671.1(c)(2)(E).
- ✓ Written statement, from the California Wildlife Rehabilitation facility's veterinarian, stating why the animal to be acquired is nonreleasable and the reason why it is suitable for education purposes. **(Required only for Native Species Exhibiting permittees).**

*Fees

The application lists the current fees and describes your current permit(s). Please use this information to pay the appropriate fees when renewing your permit(s). If you are renewing your Restricted Species Exhibiting or AZA Detrimental Species Permit and a Native Species Exhibiting Permit, you are not required to submit the Native Species Exhibiting permit fee. If permit fees were waived last year, you are not required to submit permit fees to renew your permit this year.

Veterinarian Inspections

The inspection fee is waived only if a veterinarian conducts two inspections within 12 months, at six month intervals, and provides the inspection dates on the application. In the case of animals to be acquired, the inspection fee shall be waived if a veterinarian certifies that the housing meets the minimum requirements as set forth in Section 671.2-671.3, 671.4(e) and/or 671.1(a)(9)(A-F), Title 14, of the California Code of Regulations. If animals are authorized to be housed at multiple locations, a veterinarian must inspect and approve each location.

NEW! 3% License Buyer Surcharge*

Section 704, Title 14, of the CCR, states all licenses, tags, permits, reservations or other entitlements purchased through the ALDS are subject to a 3% nonrefundable license buyer surcharge, not to exceed \$7.50 per item.

NEW! Licensing System

The California Department of Fish and Game (DFG) is pleased to announce that the new licensing system known as the Automated License Data System (ALDS) began implementation in August 2010. This new system will include the phasing out for some of the current paper licenses and the implementation of new automated license issuance processes. The ALDS provides new features and capabilities to make licenses more accessible, enhance DFG's law enforcement and resource management capabilities, designation for licenses issued to individuals versus businesses and ultimately improve customer service.